

Participant Information

King County Metro VanShare Program



Primary Driver /
Group Coordinator Name _____

Your Name _____
Last Name First Name Middle Name Nickname (if commonly used)

Home Address _____
Street

City ZIP Apt./Box Number

Mailing Address (if different than home address)

Street

City ZIP Apt./Box Number

Email Address _____
Work Home (optional)

Home Phone Numbers (_____) _____ (_____) _____
Cell

Employer* _____
*If you are a contract employee, please use the name of the contractor firm.

Work Address _____
Street

City ZIP Apt./Box Number

Work Phone Numbers (_____) _____ Ext. (_____) _____
Alternate Work Ext.

HOV # _____ Group # _____ New Group? (check one) ☐ Yes ☐ No
If known If known

How did you learn about VanShare? _____

How did you travel to work before VanShare became part of your commute? (Check all that apply)

- ☐ bus ☐ train ☐ ferry ☐ drive alone ☐ carpool ☐ vanpool ☐ walk ☐ bike
☐ telecommuting ☐ not commuting at all

Terms and Conditions

King County Metro VanShare Program

Participants agree to comply with the following terms and conditions:

1. Participants may terminate their participation at any time. Rideshare Operations may terminate the participant from the VanShare Program and the van for any of the following reasons:
 - a. if the participant disrupts the operation of the vehicle,
 - b. if the participant fails to pay the rider fee promptly,
 - c. if the participant fails to abide by these Terms and Conditions,
 - d. for other reasons as determined by Rideshare Operations.
2. The participants acknowledge that Rideshare Operations may revise these terms and conditions and shall comply with such revisions in order to participate in the VanShare Demonstration.
3. Participants will pay their portion of the monthly fare to the driver not later than the first business day of each month.
4. Participants will notify drivers in advance of all anticipated non-use of the van such as sickness and home emergencies.
5. Participants will help keep the van clean and tidy.
6. Participants will find alternate transportation on days when vans do not operate and when work or personal schedules do not allow participation in the van.
7. Participants will coordinate to ensure, to the best of their ability, that no person shall be denied the opportunity to participate in or be subjected to discrimination in the conduct of the VanShare Program because of race, creed, color, sex, age, national origin, sexual orientation, or the presence of any sensory, mental or physical disability in any manner contrary to applicable local ordinance, state or federal laws and regulations.
8. Participants will indemnify and hold harmless King County, its authorized agents and employees from all claims, actions, costs, damages, or expenses of any nature whatsoever arising out of or resulting from any delays, tardiness, failure to make an appointment or scheduled pick-up, absence of the van or termination of the program.
9. Participants acknowledge that Rideshare Operations provides ridesharing referral services without screening the character or background of Participants or applicants. King County shall have no responsibility or liability for any acts or omissions of van participants or applicants except as otherwise provided in these Terms and Conditions.
10. Participants shall provide and pay fuel costs for the vans.
11. Requests for parking reimbursements must include the original receipt and information that includes the following: van number, dollar amount of the parking charges, month for which the reimbursement is requested, and the name and return address of the participant requesting the reimbursement.
3. Approved drivers shall be permitted to drive the van for personal use during the mid-day.
4. Drivers shall coordinate with another approved driver to ensure continued operation of the van.
5. Drivers agree they shall be considered to be volunteers under the law and shall not hold themselves out nor act as employees or agents of King County.
6. Drivers shall at all times operate the van in a manner complementary to the public nature of King County Metro, keep the van clean, drive in a courteous manner, and if asked, explain the unique character of the use of the van.
7. Except in emergency situations operation of the van shall be restricted to Metro-approved Drivers.
8. Safe driving habits and complete observance of all traffic regulations are of utmost importance and are required of all drivers. Any citation for a moving traffic regulation resulting from the operation of a van is the responsibility of the driver driving the van at the time of issuance of the citation. All drivers shall report each citation they receive for a moving traffic violation, whether received while driving the van or any other motor vehicle, to Rideshare Operations within 48 hours.
9. Drivers shall promptly report any vehicular accident involving bodily injury or property damage, whether the accident occurred while driving the van or any other van, to Rideshare Operations.
10. Drivers shall not use vans for business purposes or for hire.
11. Drivers acknowledge that they shall have full liability and responsibility if vans are used for other than permitted purposes or in a manner inconsistent to these Terms and Conditions.
12. Drivers shall not allow accessories, including window or bumper stickers, appearance items or additional equipment, to be added to or removed from the van without prior approval from Rideshare Operations.
13. Drivers shall provide an odometer reading on their van at the end of each month of operation.
14. The groups billing contact shall pay the VanShare Bi-monthly invoice within 30 days of receipt.
15. Drivers or the group's public contact shall inform the VanShare Office of any changes in-group membership.

Rideshare Operations agrees to comply with the following terms and conditions:

1. Rideshare Operations shall provide vans for use by VanShare participants.
2. Rideshare Operations shall provide for servicing and maintenance of the vans.
3. Rideshare Operations shall provide service loaner vans by reservation.
4. Rideshare Operations shall provide liability coverage at statutory limits for negligent operation of a van for and including bodily injury, property damage, comprehensive, collision, and uninsured motorist protection; provided, the van was being operated by a participant authorized by Rideshare Operations and for a purpose permitted under these Terms and Conditions.

In addition to the above terms and conditions VanShare drivers/public contacts agree to comply with the following:

1. Drivers shall maintain a valid driver's licenses as required by the State of Washington.
2. Drivers shall drive vans daily to and from work and the rail, ferry or bus terminal. The vans may not be taken home in the evening or over weekends and holidays without permission from Rideshare Operations.

As a condition of participating in the VanShare Program, the Participant agrees to comply with the Metro VanShare Terms and Conditions. Please make and keep a photocopy.

Participant Signature _____

Date _____

Mail to: Metro Transit Division, Rideshare Operations, YES-TR-0700, 400 Yesler Way, Seattle, WA 98104-2683 **or** fax to: 206-684-2166